

# Off-Campus Employment

*Job posted on 2013-07-19 by joanna.distefano; posting expires on 2013-08-20*

**Employer:** Healthcare Management Solutions, LLC

**Position:** QA Analyst

**Job Description:** Full Time, Permanent,

Healthcare Management Solutions LLC (HMS) is seeking potential candidates to fill an anticipated QA Analyst position for a government contract. The person filling this position may be located in our Fairmont, WV or Columbia, MD office, or may work remotely. The primary function of the QA Analyst is to effectively review, format, and edit Statements of Deficiencies prepared by surveyors.

Duties and Responsibilities:

- Format and edit Statements of Deficiencies in accordance with applicable statutes, regulations and interpretive guidelines
- Ensure conformance with the Principle of Documentation and submit final 2567s timely to CMS

**Qualifications:** Qualifications:

- Psychiatric Nurse or Social Worker with at least 3 years of experience w/appropriate board license and certification
- Psychiatrist - Board Certified or Board-eligible with at least 3 years of experience working in respective field

Minimum Education and Experience:

- Possess the knowledge, skills and abilities to conduct surveys of psychiatric hospitals and other providers of a similar nature in accordance with Federal laws, regulations, guidelines
- Experience with ASPEN preferred
- Basic Psychiatric Surveyor's Training
- Prior Psychiatric Hospital Survey Experience preferred

**Perferred Major(s):** Pre-Nursing; Psychology/Sociology;

**Application Instructions:** To apply: Please submit a current resume at [www.hcmsllc.com](http://www.hcmsllc.com) by selecting the EMPLOYMENT OPPORTUNITIES tab located at the top right side of the website. For additional information on this position, please contact the HMS Human Resources Department via email: [hr@hcmsllc.com](mailto:hr@hcmsllc.com) or via phone: 304.368.0288.

Healthcare Management Solutions, LLC has established an Affirmative Action Plan. HMS is deeply committed to the concept and practices associated with equal opportunity and affirmative action in all aspects of employment. HMS

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makes clear that all applicants will be treated without regard to race, color, sex, religion, national origin, age, disability, or genetic information, or any other protected characteristics under applicable law.

This company does not tolerate unlawful discrimination in its employment practices. We recognize the value of diversity in our workforce, and encourage all qualified candidates to apply. We thank all candidates who choose to apply, however, only those selected for a further interview will be contacted.

HMS is an EEO/AAE-Verify compliant employer.

**Link:** [www.hcmsllc.com](http://www.hcmsllc.com)